

# BROOKINGS COUNTY COMMISSION MEETING

## TUESDAY, APRIL 5, 2022

The Brookings County Board of County Commissioners met in regular session on Tuesday, April 5, 2022 with the following members present: Ryan Krogman, Lee Ann Pierce, Michael Bartley and Larry Jensen. Angie Boersma was absent.

### CALL TO ORDER

Vice-Chairperson Krogman called the meeting to order at 8:30 a.m.

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

### CITIZEN INVITATION

Senior Project Development Engineer, Clinton Powell with Brosz Engineering said he wanted to let the board know there's a funding opportunity that allows counties and municipalities to do a hydraulic study with 85% federal and state funds with matches thru a variety of local funds.

### APPROVAL OF AGENDA

Motion by Pierce, seconded by Bartley to approve the agenda for the April 5, 2022 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, SDCL 1-25-2(4), contract negotiations were added to the agenda.

### CONSENT AGENDA ITEMS

Motion by Bartley, seconded by Jensen to approve the consent agenda items. Roll call vote: Pierce "aye," Bartley "aye," Jensen "aye," Krogman "aye," Motion carried. The consent agenda consisted of the minutes from the March 22, 2022 Commission Meeting.

Travel Requests: Martin Stanwick to attend the Sheriff and Police Chief Conference on April 18<sup>th</sup>-21<sup>st</sup> in Deadwood; Dan Nelson to attend the National District Attorney Association Conference on June 5<sup>th</sup>-10<sup>th</sup> in Washington, DC.

Personnel Action Notices: voluntary resignation without notice- Daniel Glover, effective March 8, 2022; voluntary resignation- Kalea VandeWiele, effective March 22, 2022; new hire- PT Correctional Officer Brendan Holder at \$19.45, effective March 31, 2022; annual review- Rusty Brandsrud to \$21.76, effective April 1, 2022; annual review- Thomas Chester to \$26.50, effective April 1, 2022; annual review- Ken Gabel to \$21.76, effective April 1, 2022; voluntary resignation- David Hafenbreidel, effective April 1, 2022; annual review- Manny Langstraat to \$32.08, effective April 1, 2022; annual review- Devlin Rue to \$25.98, effective April 1, 2022; position change to FT Correctional Officer Jackson Knight at \$19.45, effective March 26, 2022; termination- Vanessa VanSurksum, effective March 10, 2022.

Cellular Authorizations: Jack Thompson- Basic Usage at \$30/month.

Human Services Report: case #22-048 for medical was denied; case #22-055 for medical was denied; case #22-065 for burial was denied; case #22-066 for utilities was denied; case #22-067 for medical was denied; case #22-070 for medical was denied; case #22-071 for medical was denied; case #22-079 for utilities was denied; case #22-081 for vision was approved.

## ROUTINE BUSINESS

### *Approval of Claims*

Motion by Jensen, seconded by Bartley to approve the following claims. Roll call vote: Bartley "aye," Jensen "aye," Pierce "aye," Krogman "aye," Motion carried.

A&B Business Inc, Copier Contract, \$807.10; Allegra Print & Imaging, Leave Request Forms, \$88.06; Aragon, Antonio, Translation Services, \$37.50; AT&T Mobility, Nighthawk Mifi Mobile Wifi, \$40.04; Jordyn Bangasser, Court Appointed Attorney, \$1,385.44; Barnett, Rita, 1/2 Pmt Yearly Storage Rent, \$200.00; Boarman Kroos Vogel Group, Det Center Exp Professional Services, \$2,320.00; Brookings Domestic Abuse, 1st Quarter 2022 Payment, \$1,455.00; Brookings Register, 12 Month Subscription, \$188.00; Buhls Of Brookings Cleaning, Rags & Mop Heads, \$37.95; Cass County Sheriff's Dept, Service Of Civil Papers, \$47.00; Century Link, Monthly Charges, \$151.76; Cintas Corporation, Uniforms, \$232.62; City Of Brookings, Government Center Split Costs, \$8,066.02; Courtesy Plumbing Inc, Zoeller Mercury Switch, \$67.00; Cummins Sales & Service, Yearly Maint Contract, \$1,383.46; Department Of Health, Blood Tests, \$200.00; DiscountCell, Inc, Weboost Drive For Culvert/Sign, \$424.99; Dr Mark Bontreger Inc, Psychological Evaluation, \$295.00; Ekern Plumbing Heating, Furnace Filters, \$559.86; Elkton Community Library, 2022 Budgeted Amount, \$3,200.00; Empire Investments 2 LLC, Tax Certificates, \$4,674.84; Empire Investments 6 LLC, Tax Certificates, \$4,710.52; Enz, Gregory, Boot Reimbursement, \$100.00; Eseind, Inc, Tax, \$6.40; Executive Mgmt Finance, February Charges, \$42.50; Fite & Pierce Law Office, Court Appointed Attorney, \$577.40; Fix It Shop Locksmith, Fix Vault Door, \$110.00; Foerster Distributing, Janitor Supplies, Items For Courthouse&Gov Center, Paper Cups, Roll Towels, \$445.98; Forrest Holdings Inc, Tax Certificates, \$109.95; Glacial Lakes Radiator, Radiator, \$750.00; Glacial Lakes Tree Service, Courthouse Tree Removal/Pruning, \$10,335.00; Jennifer Goldammer, Court Appointed Attorney, \$690.95; Intoximeters Inc, 24/7 Supplies, \$230.50; Stacia Jackson, Court Appointed Attorney, \$779.35; Kimball Midwest, Shop, \$1,010.01; L&L Auto & Truck Parts, Lamp, Patrol Supplies, \$11.20; Lincoln County Auditor, Multiple Customers, \$1,504.99; Reed T Mahlke, Court Appointed Attorney, \$2,446.10; Manatron Inc, Proval Plus Support/Maint, \$12,318.00; Maximum Promotions, Truck Assembly, Beads For Flag, \$858.00; Donald Mccarty, Court Appointed Attorney, \$2,071.30; Mcleod's Printing & Office, Juvenile Citations, \$251.16; Minnehaha County JDC, JDC Costs, \$257.00; Dan C Nelson, Flight & Registration, \$1,627.20; Nancy J Nelson, Court Appointed Attorney, \$205.03; Teree A Nesvold, Court Appointed Attorney, \$4,796.35; North American Banking, Postage Machine Rental, \$360.00; Northwestern Energy, Natural Gas Usage, \$2,562.39; Office Peeps Inc, Cart, Toner, Highlighters, Cartridge, Office Paper, \$488.53; One Office Solution, Office Paper, \$450.00; Outlaw Graphics, New Jail Signs, \$1,602.50; Pitney Bowes Global Finance, Red Ink Cartridge For Postage, \$80.74; Questions & Solutions Engineering, Det Center Exp Commissioning, \$362.00; Route 1 Pcs Mobile, Drill Mount System For Mechanic, \$242.59; Safe-N-Secure, Replaced Batteries-Control System, \$160.96; SD Dept Of Revenue, Confidential License Plate Renewal, \$3.00; SD Dept Of Transportation, Inspections/Prof Services, \$146,178.70; SDACO,

Spring Workshop, \$555.00; Sioux Valley Cleaners Inc, Janitorial For WIC, \$460.00; Trinity Services Group, Inmate Rations, \$7,249.72; Verizon Wireless, Monthly Charges, \$80.02; Walburg, Duane, Animal Control Mileage, \$154.56; Wellmark Blue Cross, COBRA Admin Service Fees, \$250.00; Wells Fargo, Wells Fargo, \$2,289.45.

### ***Department Head Reports***

BCOAC Director Dustin Huber updated the board on attendance and events held at the facility.

County Development Director Robert Hill said he received information from Navigator Heartland Greenway regarding a proposed large-scale carbon capture pipeline system that will terminate in Brookings County. Hill said a second booster shot for individuals 55 years and older has been recommended by the Center of Disease Control.

Hill discussed upcoming dates.

Sheriff Marty Stanwick said there are 42 inmates in jail.

### **REGULAR BUSINESS**

Motion by Pierce, seconded by Bartley to approve and authorize Vice-Chairperson Krogman to sign Agreement #22-38: a State of South Dakota Consultant Contract for Provision of Community Health Services between Brookings County and South Dakota Department of Health, Family & Community Health, Child & Family Services. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Jensen “aye,” Pierce “aye,” Bartley “aye,” Krogman “aye.” Motion carried.

Motion by Jensen, seconded by Bartley to approve and authorize Vice-Chairperson Krogman to sign Agreement #22-39: an agreement between Brookings County and TopKote, Inc. for the 2022 Brookings County Chip Seal Project. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Pierce “aye,” Bartley “aye,” Jensen “aye,” Krogman “aye.” Motion carried.

Motion by Pierce, seconded by Jensen to approve and authorize Vice-Chairperson Krogman to sign Agreement #22-40: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Eureka Township.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Bartley to approve and authorize Vice-Chairperson Krogman to sign Agreement #22-41: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Lake Sinai Township.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Jensen to approve and authorize Vice-Chairperson Krogman to sign Agreement #22-42: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Bangor Township.

All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Bartley to approve and authorize Vice-Chairperson Krogman to sign Agreement #22-43: an application for occupancy of right-of-way of county highways made by Kim Brendsel of Afton Township.

All members voted by “aye.” Motion carried.

Motion by Bartley, seconded by Jensen to approve the remodel project for the viewing room of the gun range at the BCOAC for \$24,478. Background information was provided by BCOAC Director Dustin Huber. Huber said the only change he wants to make to the drawing is put the door on the west side of the vestibule, which he doesn’t think will affect the cost.

Roll call vote: Bartley “aye,” Jensen “aye,” Pierce “aye,” Krogman “aye.” Motion carried.

Motion by Jensen, seconded by Pierce to approve the updated gun range standard operating procedures document. Background information was provided by BCOAC Director Dustin Huber.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Bartley to appoint Susan Vander Wal to the Extension Board to fill an unexpired term ending January 9, 2023.

All members voted “aye.” Motion carried.

Sergeant Cody Sunderland and Jail Administrator Dave Biteler gave a presentation on the need to add full time Correctional Officer positions at the Detention Center.

Commissioner Bartley left the meeting.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen said Finance Officer Lori Schultz sent an email asking about implementing a grants policy. She asked the board if they wanted her to draft a policy. By consensus, the board agreed to have Steffensen draft a grants policy.

Steffensen discussed scheduling a date for budget hearings. By consensus, the board agreed to Tuesday, June 14<sup>th</sup>.

Steffensen said she’s had a couple of townships reach out and ask about the local culvert grant process. She said there’s the Rural Access Infrastructure program process but asked the board if they still wanted to do something locally. Krogman said if it’s not a real emergency, he would like to try to take advantage of the money from the state. He said there’s \$100,000 allocated and maybe they look at using it for other uses the townships may need rather than using it on culverts. Krogman suggested tree removal and cleaning out the rights of way. Jensen said he would like to get Highway Superintendent Brian Gustad’s opinion. Steffensen said she will schedule a meeting with Jensen, Krogman and Gustad to discuss this topic.

Steffensen said the Brookings City Planning Commission is holding a public hearing on Tuesday, April 5<sup>th</sup> for Tax Increment District #12.

Steffensen said she received information from Navigator Heartland Greenway regarding the proposed large-scale carbon pipeline system that will terminate in Brookings County.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson had nothing to report.

## COMMISSIONERS’ REPORTS & DISCUSSION ITEMS

Commissioner Pierce attended a Domestic Abuse Shelter Meeting; attended the Brookings School District Forum; and attended Brookings County Night at the Brookings Fire Department.

Commissioner Jensen attended the 10 County Meeting; attended the Brookings Fireman's Appreciation dinner; and attended the Sinai Fire Department breakfast.

Commissioner Krogman attended a Strategic Planning Meeting; attended a BATA Meeting; and attended a Brookings Health Meeting.

### EXECUTIVE SESSION

Motion by Jensen, seconded by Pierce to enter into Executive Session at 10:00 a.m., in accordance with SDCL 1-25-2(1)(4)(6), personnel, contract negotiations and security. All members voted "aye." Motion carried.

Motion by Pierce, seconded by Jensen to come out of Executive Session at 11:21 p.m. All members voted "aye." Motion carried. No action was taken.

Commissioner Bartley returned at 11:21 p.m.

### ADJOURNMENT

Motion by Bartley, seconded by Jensen to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, April 19, 2022 at 8:30 a.m.

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